



Training Needs Analysis & L&D

Human Resources & Training

QGT-HRM-105 | Foundation | 5 or 10 days | Online, classroom, in-house

Course overview

Training Needs Analysis & L&D is an introduction that builds a solid working knowledge in Training Needs Analysis & L&D. It covers the principles, the requirements of SHRM and CIPD frameworks and GCC labour laws, and the practical methods used on site, with case studies from operations in the Gulf, Africa and worldwide. Available online, in the classroom in 60 cities, or in-house.

What participants will be able to do

- Explain the principles, terminology and scope of Training Needs Analysis & L&D
- Apply the relevant requirements of SHRM and CIPD frameworks and GCC labour laws
- Use practical tools, checklists and calculations with confidence
- Recognise common problems, risks and root causes and choose the right corrective action
- Prepare an improvement plan for their own site or organisation

Who should attend

Designed for HR professionals, L&D specialists, trainers and line managers, new joiners and anyone who needs a solid grounding in the subject.

Course outline (5 days)

Day 1: Principles and terminology

Scope, key definitions and how Training Needs Analysis & L&D fits into daily operations

Day 2: Codes, standards and requirements

What SHRM and CIPD frameworks and GCC labour laws require, and how to read them

Day 3: Methods, tools and calculations

Step-by-step methods, checklists and worked examples

Day 4: Operation, inspection and common problems

Typical failures, warning signs and what to do about them

Day 5: Case studies, workshop and assessment

Group exercise on real cases and a final knowledge check

What the 10-day edition adds

Day 6: Applied project, part 1 – Apply the week-one methods to a case from your organisation

Day 7: Data and digital tools – Software, spreadsheets and digital tools used in practice

Day 8: Lessons from incidents and audits – What investigations and audit findings teach

Day 9: Applied project, part 2 – Complete, test and refine your solution

Day 10: Presentations and final assessment – Present to the group and complete the final assessment

Fees (USD per participant)

Duration	Live online	Classroom	In-house
5 days	\$3,000	\$5,500	On quote
10 days	\$5,500	\$9,900	On quote

Fees include course material and certificate of completion; classroom fees include refreshments and lunch. In-house training is priced per group.

Dates and cities 2027–2030

Dates	City	Format	Duration	Fee
24–28 Jan 2027	Riyadh	Classroom	5 days	\$5,500
8–19 Mar 2027	Barcelona	Classroom	10 days	\$9,900
21–25 Mar 2027	Muscat	Classroom	5 days	\$5,500
30 Aug – 10 Sep 2027	Lagos	Classroom	10 days	\$9,900
13–17 Sep 2027	Online (live)	Online (live)	5 days	\$3,000
31 Jan – 4 Feb 2028	Athens	Classroom	5 days	\$5,500
5–16 Jun 2028	Baku	Classroom	10 days	\$9,900
3–7 Jul 2028	Dubai	Classroom	5 days	\$5,500
14–25 Aug 2028	London	Classroom	10 days	\$9,900
21–25 Aug 2028	Online (live)	Online (live)	5 days	\$3,000
20–24 May 2029	Amman	Classroom	5 days	\$5,500
18–29 Jun 2029	Baku	Classroom	10 days	\$9,900
9–13 Jul 2029	Casablanca	Classroom	5 days	\$5,500
27 Aug – 7 Sep 2029	Lisbon	Classroom	10 days	\$9,900
26–30 Nov 2029	Online (live)	Online (live)	5 days	\$3,000
13–17 Jan 2030	Al Khobar	Classroom	5 days	\$5,500
28 Jan – 8 Feb 2030	Kigali	Classroom	10 days	\$9,900
16–20 Jun 2030	Cairo	Classroom	5 days	\$5,500
22 Jul – 2 Aug 2030	Johannesburg	Classroom	10 days	\$9,900
4–8 Nov 2030	Online (live)	Online (live)	5 days	\$3,000

How to register

Register online or scan the code

<https://qimmatrainig.com/courses/training-needs-analysis-and-landd/>

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